

Mammen Family Public Library
President's Volunteer Service Award Policy

The Mammen Family Public Library is certified as one of the organizations qualified to track and grant the President's Volunteer Service Award (PVSA). The PVSA is an award led by AmeriCorps and managed by AmeriCorps and Points of Light. It was created to honor and recognize volunteers of all ages that go above and beyond in their volunteer work.

The PVSA has a number of different yearly awards, as well as lifetime awards. The yearly awards are tracked by calendar year (January through December). Within a calendar year, volunteers can earn either a Bronze, Silver, or Gold award.

Library Policies:

The library will order and present the awards to volunteers in late December of the award year or early January of the following year. All volunteer hours must be submitted to the library by December 10 of the current award year.

Proof of U.S. citizenship or legal U.S. residency must be shown to the librarian running the PVSA program. This can be done via email or you can bring the documents to the library in person. The library will not make copies or keep any of your documents, the librarian simply needs to be able to verify that they have seen the documents.

Once your citizenship/legal residency has been verified, the librarian will email you an Excel spreadsheet to use to track your hours. **You are responsible for keeping track of your own volunteer hours.**

Not all of the volunteer hours have to be completed at the Mammen Family Public Library. You may volunteer at any establishment as long as the volunteer work meets the following eligibility requirements:

- Unpaid acts of volunteer service benefitting others
- Service through National service programs that provide a stipend (e.g. Peace Corps, AmeriCorps) may count towards the Lifetime Achievement Award but not for the annual Bronze, Silver, and Gold Awards
- Travel stipends, transit/parking passes, membership passes, expense reimbursements, and other nominal volunteer support do not impact service eligibility

Eligible Service **does not** include:

- Donating funds
- Political lobbying (Non-partisan voter registration is an eligible activity)
- Religious instructions
- Conducting worship service
- Proselytizing
- Volunteer service performed as part of court-ordered community service
- Serving only family members

For all volunteer hours completed outside of the library, volunteers *must* provide the librarian with signed certification that the work was completed and a contact at the organization where the work was completed. **This certification must be on official letterhead for the organization.** The library will not be responsible for contacting outside organizations to determine the hours you completed at those locations.

For the 2022 calendar year, and all following years, the Mammen Family Public Library will require that approximately **one-third of the required hours be completed at the library**. The chart below details the number of hours required for each award, per age group. The highlighted number is the number of hours that must be completed at the library.

Age Group	Bronze	Silver	Gold	Lifetime
Kids (5-10 years old)	26-49 hours 15 hours	50-74 hours 25 hours	75+ hours 25 hours	4,000+ hours 1335 hours
Teens (11-15 years old)	50-74 hours 25 hours	75-99 hours 35 hours	100+ hours 35 hours	4,000+ hours 1335 hours
Young Adults (16-25 years old)	100-174 hours 60 hours	175-249 hours 85 hours	250+ hours 85 hours	4,000+ hours 1335 hours
Adults (26+ years old)	100-249 hours 85 hours	250-499 hours 165 hours	500+ hours 170 hours	4,000+ hours 1335 hours

If you are interested in earning a PVSA through the Mammen Family Public Library, email jgonzalez@mfplibrary.org for more information. Please be sure to include your full legal name and age.